

## Head of Chemistry

Orleans Park is a happy, thriving, successful and oversubscribed 11-18 mixed comprehensive that serves its local community in Twickenham with over 1,200 students.

In November 2017, Ofsted recognised that Orleans Park is an outstanding school. They said "Orleans Park excels in all the aspects of provision for its pupils" and we have "established an inspirational teaching and learning environment where pupils can flourish and excel". Other highlights include "pupils have very positive attitudes to their learning", they are "keen to learn and take pride in their work. There is a clear sense of enjoyment and willingness to work and pupils have a mature attitude to learning".

In September 2014 we were delighted to open a Sixth Form which now has over 200 students and has been judged "outstanding" by Ofsted, stating that we are "striving for excellence in all areas and are determined to ensure that all students achieve the best they can". Ofsted also recognised the "staff know and care about their students as individuals and are keen to develop their students as successful independent learners" and that "sixth form students are excellent role models for younger students in the school".

At Orleans Park we value the achievements of every student no matter what their abilities or talents. Young people are at the heart of all that we do. We are a truly comprehensive school and celebrate our diversity. Our high expectations of every student, and a caring, respectful and supportive ethos, ensure everyone can "be the best they can be". Ofsted recognised that "the very strong sense of community is palpable throughout the school". Our students know that care and support is always available.

As Headteacher, I'm extremely proud of our students. They are confident, articulate and thoughtful students who continually impress me with their talents and energy. We regularly celebrate the many and varied successes of individuals and groups, and are proud of our inclusive approach.

Our enrichment offer was recognised by Ofsted as "extensive & inspiring" and a key feature of what we believe is important for the personal growth of a young person. There are a wide range of opportunities, challenges and experiences outside of the classroom. We expect all our students to take part in at least one residential activity, either in the woods, by the sea or in the mountains. Student participation in extra-curricular activities is exceptionally high.

There are a wide range of trips and visits arranged each year, both in the UK and beyond. We encourage students to take part in our highly successful Duke of Edinburgh's Award Scheme.

Orleans Park has a strong sporting tradition. We believe it is extremely important to be active and involved in sport - whatever your ability. We are proud of our sporting excellence, which includes winning the Borough Athletics Championships for 34 consecutive years. We also enjoy a strong tradition of music, drama and art at the school.

Please explore our website as this will give you an insight into the vibrancy of Orleans Park: [www.orleanspark.richmond.sch.uk](http://www.orleanspark.richmond.sch.uk)

Ms E Ball  
Headteacher

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## **Head of Chemistry - Required for September 2019**

**Full time permanent contract**

**MPS/UPS (Outer London) plus TLR1A (£7,853)**

**TLR responsibilities to be negotiated**

**Visa Sponsorship possible**

An exciting opportunity has arisen for a Head of Chemistry to join our successful science department. Applications are welcome from teachers who have experience of teaching GCSE and A Level Science.

Orleans Park is an outstanding school (Ofsted November 2017) with a new Sixth Form with brand new buildings and facilities opened in September 2014. These include three new science laboratories and a science prep room, a Sixth Form Centre and Wi-Fi capability throughout the school.

Situated on a 16 acre site close to the River Thames and the centre of Twickenham, Orleans Park has much to offer:

- a commitment to the professional development of all its staff to become outstanding teachers and leaders
- easy access to Central London and excellent transport links for bus, train, Underground and Overground services
- close to the M3/M4/M25 with staff parking on site
- staff travel card loans
- Cyclescheme

Further details are available from the vacancies page of our website:

[www.orleanspark.school/vacancies/11323.html](http://www.orleanspark.school/vacancies/11323.html)

**Closing date for applications: 10am on Monday 20 May 2019**

Please note that we reserve the right to close the vacancy prior to the application deadline/closing date once a sufficient number of applications have been received.

The appointment is subject to satisfactory pre-employment clearances including references, medical clearance and an enhanced DBS Disclosure. Orleans Park is committed to safeguarding and promoting the welfare of children, and expects all staff and volunteers to share this commitment.

## THE DEPARTMENT

The department currently consists of eleven full-time specialist teachers, one part-time teacher who works three days a week, and three science technicians.

The science department currently has ten well-equipped laboratories, two preparation rooms and a science staff workroom/office. All classrooms are equipped with interactive whiteboards, and a wide range of science software is available.

At KS3 students study a course based on 'Exploring Science' and 'Activate'.

For Years 7 and 8 the students are taught in mixed ability groups. Years 7 have 6 x 60 minute lessons per fortnight, Year 8 students have 5 x 60 minute lessons per fortnight and Year 9 have 7 x 60 minute lessons per Fortnight. In Year 9 students start their GCSE Science course.

At KS4, all Year 10 & 11 have 10 x 60 minute periods per fortnight in science. GCSE students study the AQA Combined Science (Trilogy) course. Students taking Separate Science take it as an option block in years 10 & 11, as well as following the Combined Science (Trilogy) course. Year 10 and 11 Separate Science students have an additional 4 x 60 minute lessons per fortnight.

Biology, Chemistry and Physics are offered at KS5, and are popular with students. Students studying sixth form science have 9 x 60 minute lessons per fortnight.

The teachers in the department are enthusiastic and inspire students. There is a very active and popular STEM club run by a member of the science department in conjunction with the Head of Design and Technology. The department is also very proactive at inviting outside speakers into school, organising trips and visits making use of a number of very useful contacts in industry and higher education. The team also runs a significant number of additional science sessions after school and in school holidays for students at KS4 to ensure that they reach their full potential in public examinations. The department's energy, enthusiasm and commitment to the students are exceptional.

## THE POST

<b>Title of post</b>	<b>Head of Chemistry</b>
<b>TLR payment</b>	<b>TLR1A (£7,853)</b>
<b>Subject area</b>	Science
<b>Core purpose</b>	To support the Head of Department in raising standards of teaching, learning, attainment and achievement within the Department, with specific responsibility for Chemistry.
<b>TLR criteria</b>	The post : <ul style="list-style-type: none"> <li>a) is focussed on teaching and learning</li> <li>b) requires the exercise of a teacher's professional skills and judgement</li> <li>c) requires the teacher to lead, manage and develop a subject or curriculum area</li> <li>d) has an impact on the educational progress of students other than the teacher's assigned classes or groups of students</li> <li>e) involves leading, developing and enhancing the teaching practice of other staff</li> </ul>
<b>Responsible to</b>	Head of Science
<b>General responsibilities</b>	
<b>1. Strategic</b>	<p>1.1 To lead the development of the subject, in line with the strategic development of the school.</p> <p>1.2 To support and promote school improvement, as expressed in the school aims, policies and improvement plans.</p> <p>1.3 To be involved in the target setting process for the Department and the contribution it makes to the achievement of whole school targets.</p> <p>1.4 In the absence of the Head of Science to represent the Department at Curriculum Committee and other meetings, as appropriate.</p>
<b>2. Operational</b>	<p>2.1 To lead the day to day management of Chemistry, ensuring the effective deployment of resources.</p> <p>2.2 To support the Head of Department in ensuring that the administration and management of the Department is efficient and effective, with all Department staff being fully aware of all appropriate procedures and other administrative matters.</p> <p>2.3 To develop and promote extra-curricular opportunities for students.</p>
<b>3. Teaching &amp; learning</b>	<p>3.1 To ensure the delivery of an appropriate, comprehensive and high quality curriculum, in line with all statutory requirements and in support of the school improvement agenda.</p> <p>3.2 To lead curriculum development of Chemistry within the Department.</p> <p>3.3 To be aware of current developments within the subject area and teaching and learning generally, seeking to place the Department at the leading edge of performance and practice.</p> <p>3.4 To implement strategies for raising and maximizing achievement within the Department.</p> <p>3.5 To ensure that Chemistry is delivered in an effective manner, using new and emerging technologies as appropriate.</p>

	<p>3.6 To liaise with other staff regarding the progress of individual students and groups.</p> <p>3.7 To liaise with parents, as necessary and in accordance with school policies, regarding the progress and performance of their children.</p>
<b>4. Staffing &amp; resources</b>	<p>4.1 To promote teamwork and effective working practices within the Department.</p> <p>4.2 To contribute to the day to day management of staff within the Department.</p> <p>4.3 To support the Head of Department in making arrangements for classes when staff are absent, ensuring appropriate work is provided and supporting staff covering classes.</p> <p>4.4 To ensure that Chemistry is appropriately resourced and that capitation and other sources of funding are used to promote both the efficient day to day running of the Department and the raising of student attainment.</p>
<b>5. Monitoring &amp; evaluation</b>	<p>5.1 To assist with the monitoring of work of members of staff working within the Department, particularly in Chemistry.</p> <p>5.2 To observe staff teaching within the Department, reporting on the observations to the member of staff observed and Head of Department.</p> <p>5.3 To work with the Head of Department in monitoring the work of students through, for instance, scrutiny of class and homework, assessment data and dialogue.</p> <p>5.4 To contribute to the school's self-evaluation procedures, including Department reviews.</p>
<b>Specific responsibilities</b>	
To be responsible for the planning, delivery and monitoring of Chemistry.	
<b>Additional responsibilities</b>	To undertake such additional responsibilities as may, from time to time, be considered to be reasonable and required by the Headteacher.

**PERSON SPECIFICATION**  
**Head of Chemistry for September 2019**

	<b>ESSENTIAL</b>	<b>DESIRABLE</b>	<b>EVIDENCE FROM</b>
<b>Qualifications</b>	<ul style="list-style-type: none"> <li>• University graduate with a good degree</li> <li>• Qualified Teacher status</li> </ul>	<ul style="list-style-type: none"> <li>• Evidence of further professional development</li> </ul>	Application form
<b>Knowledge and Skills</b>	<ul style="list-style-type: none"> <li>• Knowledge of the requirements of the National Curriculum and Key Stage 3, 4 and 5 courses</li> <li>• An understanding of recent curriculum and teaching/learning developments</li> <li>• Experience of curriculum design (for example, writing schemes of work)</li> <li>• An understanding of the strategies required to motivate and enthuse all students across the ability range as part of a whole school approach to raising achievement</li> <li>• An understanding of the processes and techniques required to assess, record and report students' learning effectively</li> <li>• Experience of the use of student results analysis outcomes to inform practice and target improvement</li> <li>• An understanding of the importance of, and a willingness to participate in, extra-curricular activities</li> <li>• An ability work as a member of a team to promote coherent and agreed policies and practices</li> <li>• A degree of ICT literacy and an awareness of its potential</li> </ul>		Application form/interview/reference
<b>Relevant Experience</b>	<ul style="list-style-type: none"> <li>• Experience of teaching the National Curriculum in your subject at Key Stages 3, 4 and 5</li> <li>• Experience of leading a tutor group</li> <li>• An awareness of whole school issues</li> </ul>	<ul style="list-style-type: none"> <li>• Experience of teaching A Level in your subject</li> </ul>	Interview/reference
<b>Equal Opportunities and Educational Commitment</b>	<ul style="list-style-type: none"> <li>• Energy and reflectiveness in their own practice of relating to teaching and learning and Curriculum Development</li> </ul>	<ul style="list-style-type: none"> <li>• Proactive use of professional development to develop quality of teaching</li> </ul>	Interview/application form

	<ul style="list-style-type: none"> <li>• A proven commitment to inclusion</li> <li>• A proven commitment to curriculum access and opportunity</li> <li>• A proven commitment to comprehensive education</li> <li>• A proven commitment to professional development</li> <li>• To support the school unreservedly in its commitment to safeguarding and promoting the welfare of children and young people</li> </ul>		
<b>Personal Qualities</b>	<ul style="list-style-type: none"> <li>• A vision of how effective student support can impact on individual and whole school achievement</li> <li>• Ability to lead and inspire students and staff</li> <li>• A firm approach to discipline, and good classroom management skills</li> <li>• An ability to work within, lead and motivate a close-knit team</li> <li>• The ability to work under pressure and meet deadlines</li> <li>• The ability to maintain confidentiality as appropriate</li> <li>• A sense of humour</li> <li>• An ability to generate enthusiasm for the subject they teach</li> <li>• A high level of personal organisation and good communication skills</li> </ul>	Some evidence of curriculum development	Interview/application form
<b>Additional Factors</b>	<ul style="list-style-type: none"> <li>• A commitment to personal and whole school development</li> <li>• Willing to contribute to the rich life of the school, including its extra-curricular offer</li> </ul>		Interview

All teachers at Orleans Park are expected to meet the National Standards (Parts 1 and 2).

## **YOUR APPLICATION**

Please submit:

- 1. A completed Teaching Application Form**
- 2. A supporting statement** which specifically addresses your own qualities and strengths in relation to the role.

Shortlisted candidates will be invited to tour the school and to talk to colleagues before the formal interviews begin.

Please do not hesitate to contact the school if there is anything you wish to discuss before submitting your application.

Elaine Ball  
Headteacher

May 2019



## **Safeguarding Statement**

The governors and staff of Orleans Park fully recognise the contribution they make to safeguarding children. We recognise that all staff, including volunteers, have a full and active part to play in protecting our students from harm.

All staff and governors believe our school is a place where students feel secure, are encouraged to talk, are listened to and are safe. We shall provide a caring, positive, safe and stimulating environment that promotes the social, physical and moral development of the individual child.

Ms Howarth is our Designated Safeguarding Lead who has been nominated to liaise with the LADO, when necessary.

The aims of the policy are to:

- Protect young people at our school from maltreatment
- Prevent impairment to the health or development of our young people
- Ensure that all young people at our school grow up in circumstances consistent with the provision of safe and effective care
- Take action to enable all children to have the best outcomes.

We believe that everyone who comes in contact with young people and their families has a role to play in safeguarding them.

The elements of our policies are: prevention, protection and support.

For details of the full policy, please see the school website:

<http://www.orleanspark.richmond.sch.uk/policies-and-procedures/11241.html>

September 2018